

THE RIVIERA ESTATES ASSOCIATION

FILMING RULES & REGULATIONS

1. **Application for Permit:** The film production company ("PC") must apply for a Riviera Estates Association ("REA") film permit and submit a written request at least four (4) weeks in advance of photograph, pay all fees 10 business days (or as soon as possible) in advance of being a production within the Riviera Estates. The film permit process is started by emailing your production information and requirements to reahoa+filming@gmail.com.
2. **Filming Days and Times:** Monday through Friday only, between the hours of 7:30 AM to 9:30 PM. No filming or still shooting is permitted on weekends or legal holidays. Personnel should not arrive or prepare for production before 7 AM; all persons must depart by 10 PM.
3. **Fee/Permit:** Payable to THE RIVIERA ESTATES ASSOCIATION before the filming date. Upon payment of fees (via ACH or Zelle), the REA office will issue an REA Permit.
 - a. Fees:
 - i. Base Prep and Strike Fee ***: \$3,500 per day (or any portion thereof) for prep and strike of the site; if any filming is done, the "per day Filming" fee below is due.
 - ii. Base Filming Fee ***: \$3,500 per filming day or any portion thereof.
 - iii. Base Still Shoot Fee ***: \$2,000 per day, or any portion thereof.
 - iv. *** Fees subject to change based on review of actual shoot requirements, crew size, parking, etc. ***
 - v. Administration fee to be assessed depending on the amount of time commitment from the HOA, to be worked out with the production on timeline.
 - vi. Riviera Estates Association Tax ID No. will be provided to approved applications.
 - b. **PERMIT APPROVAL IS NOT GUARANTEED IF THE APPLICATION IS SUBMITTED LESS THAN FOUR WEEKS IN ADVANCE OF PRODUCTION DATE.**
 - c. **FEES WILL BE DOUBLED IF THE PERMIT APPLICATION IS RECEIVED LESS THAN 10 BUSINESS DAYS PRIOR TO THE PRODUCTION DATE.**
 - d. **ADDITIONALLY, A PRODUCTION COMPANY IS NOT ALLOWED TO FILM WITHOUT OBTAINING A PERMIT AND WRITTEN APPROVAL FROM OUR HOA ASSOCIATION. IF A PRODUCTION DOES TRY AND SHOOT WITHOUT WRITTEN APPROVAL, THE HOA WILL HAVE THE PRODUCTION REMOVED AND HOMEOWNER WILL BE ASSESSED ALL FEES AND DAILY FINES.**

4. **Owner Obligations:** All fees are the property owner's obligation if not paid by the PC and will be billed as an additional Assessment.
5. **Insurance Requirement:** at the request of our Insurance Carrier. Because all legitimate production companies carry insurance, this should cause no hardship to the homeowner. Before any work begins, the PC and/or Property Owner will provide an insurance rider naming Riviera Estates Association as an insured party during all production-related periods.
6. **Damage Deposit Requirement:** All productions must provide a twenty thousand dollar (\$20,000.00) security deposit against any damage to Association common areas or medians. This deposit will be refunded upon inspection at the end of the shoot, less any costs for repairs or refurbishment.
7. **Filming Frequency:** Limited to maximums of four (4) times per year and twenty (20) days (or portions thereof) in any rolling 12-month period.
8. **Parking of Production and Personnel Vehicles:** All Production & Personnel vehicles must be parked on one side of the street, and the street must be posted. Equipment must be kept to a minimum. Vehicle parking is not to occur in any way that allows or encourages traffic across Association property, see below.
9. **Medians and Islands:** No parking or use of any type is permitted on the medians or islands maintained by the REA without written permission. This includes, but is not limited to, filming activities, catering, positioning or storing equipment, lighting, cabling, cast and/or crew standing, walking or lounging, etc.
10. **Food Service:** Must take place out of public view and is not permitted on Association maintained property. Food is not to be consumed on front lawns, grass berm between sidewalk and street, or in the street. Please make other arrangements.
11. **Owner Occupancy Requirement:** Tenants are not authorized to allow filming or still shoots. Only Association Members are permitted to allow production shoots at or within their rented or leased residences.